

General Information

Course Information

Most of the Xtra Education classes will be meeting at CSISD campus locations and CS Park facilities. Some of our speciality classes will be meeting in local establishments that can furnish a more well suited environment. Exact class locations are not posted with the class listings in this catalog. Class sites and room numbers are furnished to each patron upon registration for a specific class. This helps us to guarantee you a quality program. There will be no classes the week of March 10 -13.

Supplies and Textbooks

Unless otherwise stated, supplies and textbooks are not included in the course fee. Some classes will have an in class fee, as noted in the course descriptions, to cover materials. Language classes and various others will require a handout packet to be purchased prior to the first class for a small fee. Handout packets will be available from Copy Boy copy service, located at 707 Texas Ave. Your class receipt will include the specific information as to what is needed before each class begins.

Liabilities

Xtra Education exercises great care when selecting instructors. Our class leaders are both knowledgeable and competent. We make no guarantees, expressed or implied that classroom instruction will result in specific gain. We cannot be held responsible for any loss, material or otherwise, incurred while following an instructor's directions. Xtra Ed is not responsible for any personal property left at any class site. Students take classes at their own risk. Neither Xtra Education, City of CS, CSISD, nor any of its agents is liable for any injury you may sustain.

Cancelled Classes

Xtra Education reserves the right to cancel classes, change times or locations, and substitute instructors as deemed necessary by our director. Class will be cancelled the morning of the scheduled start date if the minimum enrollment numbers have not been met.

Refunds and Transfers

Full refunds are available for classes that are cancelled by Xtra Education due to low enrollment. Customer requested refunds must be requested a full 7 days prior to the start date of the class. A \$7 processing fee will be charged for customer requested refunds. Refunds for fees take 2 weeks for processing and mailing. If you withdraw from a class less than 7 calendar days prior to the class start date, you will NOT be eligible for a refund. If you are unhappy with your selected course after completion, please write a letter to our director specifying your reasons for dissatisfaction with the course. You must submit your request within 14 days after the course's completion. We want to provide you with quality programs. Your input is important to us!

And More...

Xtra Education Registration

Begins January 20th

Registration continues
until classes fill or start.

Parks & Recreation Office
Central Office

764-3486 or 764-3773

SPRING

97

Help Us to Serve You Better

We require a minimum number of participants to offer a class. On occasion, we cancel a class 24 hours before the first meeting due to low enrollment, only to have a number of people call at the last minute. Help us to prevent from disappointing you. ***Please register early.***

Future Programs

Look for our next Xtra Education publication of scheduled classes. The Summer '97 program brochure will be available mid May 1997.

Mailing List

Be sure to submit a mailing list request if you would like a copy of our course listings each season. Located on the back cover of this brochure.

**Special
Access
Services** Call
CS Parks &
Recreation
Department
at **764-3486**

and inform us of your special needs or circumstances. We will accommodate you to the very best of our ability.